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USIB-D-39.5/14  
Revised  
25 June 1962

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT : Procedure for Intelligence Board Action  
on CODIB-Proposed Statement of USIB Policy  
on Machine Language Preparation for Index and  
Reference Collections

REFERENCE : USIB-D-39.5/14, 18 June 1962

1. The Chairman, Committee on Documentation (CODIB), has advised that while that Committee desires formal Board action on its recommendation in the reference regarding USIB policy on machine-language preparation for index and reference collections, he does not consider it essential for this matter to be placed on the agenda of a USIB meeting for discussion and action. The Secretariat concurs in this view and proposes that USIB action on the reference be effected instead through medium of the vote sheet attached hereto. \*

2. Accordingly, it is requested that Board members record in the attached memorandum either their approval of (or other views on) the CODIB recommendation set forth in paragraph 3 of Mr. Borel's memorandum of 7 June (attachment to USIB-D-39.5/14, 18 June) and return the vote sheet memorandum to the Secretariat no later than the close of business on 5 July.

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*In record of action  
see attached list;  
also see USIB-D-39.5/13,  
3 Aug 1962*

	25X1
	Executive Secretary

\*Attachment (furnished to  
Board members only)

Group I  
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and declassification

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Attachment  
USIB-D-39.5/14  
Revised  
25 June 1962

MEMORANDUM FOR THE EXECUTIVE SECRETARY, USIB

SUBJECT : USIB Vote Sheet Action

REFERENCE : USIB-D-39.5/14, 18 June 1962

1. The recommendation contained in the reference is:

- a. Approved.<sup>‡</sup> \_\_\_\_\_
- b. Approved, subject to the comments or  
amendments set forth in paragraph 2  
below.\* \_\_\_\_\_
- c. Disapproved. See comments below.\* \_\_\_\_\_
- d. Request that the reference be considered  
at a USIB meeting. \_\_\_\_\_

2. Comments or amendments:\*

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Agency)

\_\_\_\_\_  
\*May necessitate classification of this memorandum.

UNITED STATES INTELLIGENCE BOARD

VOTE SHEET ACTION

SUBJECT Procedure for Intelligence Board Action on CODIB-Proposed  
Statement of USIB Policy on Machine Language Preparation  
for Index and Reference Collections

REFERENCE : USIB-D-39.5/14, Revised, 25 June 1962  
(Vote Sheets due by COB, 5 July 1962)

<u>Agency</u>	<u>Principal</u>	<u>Vote</u>	<u>Date</u>
CIA		Approves	28 July 1962
State		Approves	3 July
DIA		Approves	3 July
Army		*Approves w/c	5 July
Navy		Approves	6 July
Air Force		Approves	9 July
NSA		Approves	28 June
Joint Staff		Approves	3 July
AEC		*Approves w/c	5 July
FBI		*Approves w/c	27 June

Remarks: \*See attached Vote Sheets for agency comments.

Approved by DCI on 3 Aug 1962

Record: Statement of Policy and Comments  
Circulated as USIB-D-39.5/15, 3 Aug 1962

Approved For Release 2006/10/17 : CIA-RDP82M00097R001400050011-9

CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	INITIALS	DATE
1	ED/CIA		26 July
2	DDCI		28 July
3	EA/DCI (TML)		
4	Chairman, USIB		
5	USIB/S		3 Aug
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
4	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN to USIB/S
2	CONCURRENCE 1 & 3	INFORMATION	SIGNATURE

Remarks:

FOLD HERE TO RETURN TO SENDER

NAME, ADDRESS AND PHONE NO.		DATE
/S - 5921		25 July
FILED	<input checked="" type="checkbox"/> CONFIDENTIAL	SECRET

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**UNITED STATES INTELLIGENCE BOARD**

Executive Registry

62-5258

**OFFICE OF THE EXECUTIVE SECRETARY**

25 July 1962

**MEMORANDUM FOR CHAIRMAN, USIB**

**VIA** : Deputy Director of Central Intelligence

**SUBJECT** : USIB Vote Sheet Action on CODIB-Proposed Statement of USIB Policy on Machine Language Preparation for Index and Reference Collections

**REFERENCES** : (a) USIB-D-39.5/14, 18 June 1962 (copy attached)  
(b) USIB-D-39.5/14, Revised, 25 June 1962 (copy attached)

1. In response to reference (b), all other USIB members, by vote sheet action, have advised the Secretariat of their concurrence in the CODIB recommendation in reference (a) that USIB approve the policy statement on machine language preparation for index and reference collections set forth in paragraphs 3.a. through 3.d. of the attachment thereto (see Tab A).

2. The concurrences of the Army, FBI, and AEC members of the Board, as received by the Secretariat, were subject, however, to comments, and these are quoted for information in Tab B.

3. Your attention is invited to the briefing note and recommendation of Mr. Borel on this matter (attached hereto as Tab C). Mr. Borel has advised, in addition, that the comments of the FBI and AEC members do not represent disagreement by those agencies in the objectives of the proposed policy statement, but reflect in his view individual agency difficulties in achieving complete and uniform implementation of USIB policy in this field.

4. Your approval, as Chairman, USIB, of the CODIB recommendation is required and hereby requested to complete Intelligence

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Board action on this matter.



Executive Secretary ✓

25X1

Concur in the CODIB recommendation  
in the attachment to USIB-D-39.5/14,  
18 June 1962:



*28 July 1962*

Marshall S. Carter, Lt. Gen., USA  
Deputy Director of Central Intelligence

Approved:

*John A. McCone* *3 Aug 1962*  
John A. McCone  
Chairman, USIB

*Distribution:*  
*Orig Addressee*  
1- DDCEI  
1- DDI  
1- DDP  
1- DDR  
1- AD/CR  
1- SFC Registry  
1- USIB/S

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Attachment  
USIB-D-39.5/14  
Revised  
25 June 1962

MEMORANDUM FOR THE EXECUTIVE SECRETARY, USIB

SUBJECT : USIB Vote Sheet Action

REFERENCE : USIB-D-39.5/14, 18 June 1962

1. The recommendation contained in the reference is:

a. Approved\* \_\_\_\_\_

b. Approved, subject to the comments ~~on~~  
~~amendments~~ set forth in paragraph 2  
below.\* \_\_\_\_\_ X

c. Disapproved. See comments below.\* \_\_\_\_\_

d. Request that the reference be considered  
at a USIB meeting. \_\_\_\_\_

2. Comments ~~on amendments~~ \*:

The current ACSI-MATIC conversion of files to machine language (punch cards and Flexowriter tapes) is considered partial implementation of the policy here established.

FOR THE ASSISTANT CHIEF OF STAFF FOR INTELLIGENCE

*Clarence F. Nelson*  
(Signature)

2 JUL 1962  
(Date)

CLARENCE F. NELSON

~~Colonel, GS~~  
(Title)  
Acting Director of Plans,  
Programs and Administration

ASSISTANT CHIEF OF STAFF FOR INTELLIGENCE  
~~HEADQUARTERS, DEPARTMENT OF THE ARMY~~  
(Assignment) 25, D. C.

\*May necessitate classification of this memorandum.

**Page Denied**



Attachment  
USIB-D-39.5/14  
Revised  
25 June 1962

MEMORANDUM FOR THE EXECUTIVE SECRETARY, USIB

SUBJECT : USIB Vote Sheet Action

REFERENCE : USIB-D-39.5/14, 18 June 1962

1. The recommendation contained in the reference is:

a. Approved

XXXXXXXXXX

b. Approved, subject to the comments or  
amendments set forth in paragraph 2  
below. \*

XXXXXXXXXX

c. Disapproved. See comments below. \*

d. Request that the reference be considered  
at a USIB meeting.

2. Comments or amendments:\*

*FBI is unable at present to take positive steps  
toward automation of our records for budgetary  
reasons.*

*J. Edgar Hoover*  
(Signature)

*Asst to Dir*  
(Title)

*FBI*  
(Agency)

*6/27/62*  
(Date)

\*May necessitate classification of this memorandum.

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USIB-D-39.5/14  
18 June 1962

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT: Proposed Statement of USIB Policy on Machine  
Language Preparation for Index and Reference Collections

The attached CODIB proposal regarding the subject matter is forwarded for review. This matter will be placed on the agenda of an early USIB meeting for discussion and action on the recommendation set forth in paragraph 3 of Mr. Borel's memorandum.

*In USIB action on  
this paper, see  
USIB-D-39.5/14  
Revised, 25 June 1962*

Executive Secretary

Attachment

Distribution: Regular "D" plus 10 copies\*  
to Chairman, CODIB

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\*Cover memo only

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C-O-N-F-I-D-E-N-T-I-A-L

CODIB-D-39/1

7 June 1962

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

MEMORANDUM FOR: Chairman, United States Intelligence Board

SUBJECT: USIB Policy on Machine Language Preparation  
for Index and Reference Collections

1. At its 40th Meeting, the Committee on Documentation (CODIB) agreed that the attached statement should be forwarded to the Board for consideration, recommending subsequent issuance of paras. 3.a. through 3.d. as USIB policy.

2. Although such policy may be inferred from USIB endorsement of the statement of Community requirements for development of a secure, machine-language by-product typewriter (USIB-D-39.5/8, 7 July 1961) and of the plan for the Staff for the Community Information Processing Study (SCIPS; USIB-D-39.7/3, 23 February 1962), the CODIB members in general felt that USIB policy should be directly stated. This policy, without committing Community components to specifics on large scale systems, would provide useful guidance and endorsement for a relatively minor investment now on which later work could develop.

3. The Committee, therefore, recommends that paras. 3.a. through 3.d. be approved as stating USIB policy on initial machine-language preparation for index and reference collections.

Paul A. Borel  
Chairman

Attachment

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C-O-N-F-I-D-E-N-T-I-A-L

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declassification

C-O-N-F-I-D-E-N-T-I-A-L

Initial Preparation Machine Language Requirements

1. The Committee on Documentation, having informed itself continuously of the state of the computer and associated arts, draws the attention of the USIB to certain minimum requirements which must be met over a long preparatory period if mechanization is to become effective.
2. In particular, the mechanization of index and reference collections is likely to be increasingly economical and attractive because of its potential of reducing duplication of effort - both analytical and clerical - and of accelerating and improving the quality of intelligence, counter-intelligence, and security processes. In this mechanization process, new areas of cooperation within the Community will be identified.
3. Data processors cannot operate without a data base in machine language, and their use is not effective until this base is comprehensive. It should therefore be the policy of the USIB to urge those members of the intelligence community which have not yet done so to take prompt preparatory steps toward progressive mechanization as follows:
  - a. Adopt internally consistent formats for reference and index entries for each application;
  - b. Obtain machine language from all such reference production activities by using special typewriters or keypunchers instead of standard typewriters;

C-O-N-F-I-D-E-N-T-I-A-L

C-O-N-F-I-D-E-N-T-I-A-L

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- c. Store the resulting machine language in anticipation of automatic data processing;
- d. Begin systems analysis of this data base with a view to computer handling and programming compatibility within the intelligence community.

C-O-N-F-I-D-E-N-T-I-A-L